CITY COUNCIL AGENDA REQUEST FORM

Today's date: 12 / 11 / 17

Date of meeting 12 / 20 / 17

*(City Council meetings are held the 1st and 3rd Wednesday of each month.)*

Name of Citizen, Organization, Elected Official, or Department Head making request:
Sean Scoggin, Grants and Projects Administrator

Address: 1123 Lake St. Sandpoint, ID 83864

Phone number and email address: 208-255-7548

Authorized by: Jennifer Stapleton Jennifer P. Stapleton
*name of City official* *City official's signature*

*(Department Heads, City Council members, and the Mayor are City officials.)*

Subject: Resolution in Support of Federal-aid Bridge Program Application

Summary of what is being requested: City Administration is respectfully requesting authorization to submit a grant application to the Local Highway Technical Assistance Council for rehabilitation of the Bridge Street bridge. Local match requirement under this program is 7.34%.

**The following information MUST be completed before submitting your request to the City Clerk:**

1. Would there be any financial impact to the city? **Yes or No** ☑ ☐
   If yes, in what way? If awarded, the funding program requires a local match of 7.34%. The project would take place in the next fiscal year, and would need to be included in the future budget.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: — Have they been contacted? **Yes or No**

3. Is there a need for a general public information or public involvement plan? **Yes or No** ☑ ☐
   If yes, please specify and suggest a method to accomplish the plan: If funding is awarded, public outreach will be included in the scope of work for the project improvements.

4. Is an enforcement plan needed? **Yes or No** ☐ ☑ Additional funds needed? **Yes or No** ☑ ☐

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☑ ☐

**This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.**

**ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM**

**CITY OF SANDPOINT**
**AGENDA REPORT**

**DATE:** December 11, 2017

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Sean Scoggin

**SUBJECT:** Resolution in Support of Federal-aid Bridge Program grant application

**DESCRIPTION/BACKGROUND:**

Bridge Street Bridge is the only vehicular connection to City Beach, the Lake Water Treatment Plant, Seasons at Sandpoint, Best Western Edgewater Resort and other public facilities. The bridge is part of the National Bridge Inventory (NBI) Database and a bridge field inspection report was submitted to the City on December 8, 2015. The bridge was given a sufficiency rating of 33 with a deficiency rating of **Functionally Obsolete,** which qualifies for federal-aid bridge funding through the Local Federal-aid Incentive Program administered by the Local Highway Technical Assistance Council (LHTAC).
The Federal-aid bridge program provides funds for the replacement or rehabilitation of bridges. This program has a limit of one project application per year, per jurisdiction. The local match requirement is 7.34%. Applications are submitted to LHTAC through a formal project application process and due in January. Project applications are reviewed and ranked by LHTAC.

The City has worked with a structural engineer to perform a site investigation, review the bridge inspection report and meet with the Idaho Transportation Department (ITD) Bridge Section to discuss rehabilitation options and provide recommendations and opinions of probable costs. Attached is a summary by Alan Cukars, P.E. regarding his investigation and recommendations. Option 4 is the recommended alternative which would address the superstructure deficiencies and the pile corrosion with an estimated funding requirement of $1,310,000. The cost to rehabilitate the existing structure is approximately 25% of the cost to replace the bridge and would provide a single lane of traffic during construction.

**STAFF RECOMMENDATION:**

City Administration recommends the Council approve the request to apply for federal-aid bridge funding to address the superstructure deficiencies and the pile corrosion for the Bridge Street Bridge. If awarded, the project would require a local match of 7.34%.

**ACTION:**

Approve

**WILL THERE BE ANY FINANCIAL IMPACT?**

Yes

**HAS THIS ITEM BEEN BUDGETED?**

This grant program has not been budgeted. Should the funds be awarded City Administration will consider the proper course of action to take with regards to appropriating funds for this project. Should this require opening the budget, City Council will be informed.

No: 17-
Date: December 20, 2017

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

**TITLE: FEDERAL-AID FUNDING FOR REHABILITATION OF BRIDGE STREET BRIDGE**

WHEREAS: The bridge across Sand Creek on Bridge Street is the only vehicular connection to City Beach, the Lake Water Treatment Plant, the train station, and other private and public facilities;

WHEREAS: A field inspection report for the bridge, which is part of the National Bridge Inventory (NBI) Database, was submitted to the City on December 8, 2015, reflecting a sufficiency rating of 33 and a deficiency of "Functionally Obsolete", qualifying the bridge to be considered for federal-aid bridge funding through the Local Federal-aid Incentive Program administered by the Local Highway Technical Assistance Council (LHTAC);

WHEREAS: The Federal-aid Bridge Program provides funds for the replacement or rehabilitation of bridges, with a limit of one project application per year per jurisdiction and a local match requirement of 7.34%;

WHEREAS: Funding requests are due in January 2018 and submitted to LHTAC through a formal project application process, which includes application review and ranking by LHTAC; and

WHEREAS: City staff has worked with a structural engineer to perform a site investigation, review the bridge inspection report, and meet with the Idaho Transportation Department (ITD) Bridge Section to discuss rehabilitation options and provide recommendations and opinions of probable costs, resulting in a recommendation to, at this time, rehabilitate the existing structure by addressing the superstructure deficiencies and pile corrosion, at a cost of approximately $1,310,000, which would be approximately 25% of the cost to replace the bridge and provide a single lane of traffic during construction.

THEREFORE, BE IT RESOLVED THAT: City Council supports the recommendation for rehabilitation of the Bridge Street bridge and hereby directs City staff to pursue funding through the Federal-aid Bridge Program, with the understanding that a local match of 7.34% will be required.

BE IT FURTHER RESOLVED THAT: Either the Mayor or the City Administrator is hereby authorized to sign any and all documents necessary to apply for this funding.

_____
Shelby Rognstad, Mayor

ATTEST:

_____
Maree Peck, City Clerk

City Council Members:

| | YES | NO | ABSTAIN | ABSENT |
|---|---|---|---|---|
| 1. Eddy | | | | |
| 2. Aitken | | | | |
| 3. Williamson | | | | |
| 4. Camp | | | | |
| 5. Ruehle | | | | |
| 6. Snedden | | | | |

J-U-B ENGINEERS, INC.

THE LANGDON GROUP | GATEWAY MAPPING INC.

# MEMORANDUM

**DATE:** 2016 Dec 22

**TO:** Ryan Luttmann P.E., City of Sandpoint Public Works Director

**CC:** File

**FROM:** Alan Cukurs P.E., J-U-B Engineers Inc.

**SUBJECT:** Bridge Street Bridge Repair Cost Estimate for Funding Purpose


## INTRODUCTION

This memorandum documents: the site investigation of the Bridge Street Bridge; the review of bridge inspection documentation; the meeting with ITD Bridge Section to discuss repair options; and the recommendations for repairs and associated costs.

The City of Sandpoint Idaho (the City) retained J-U-B Engineers Inc., (J-U-B) to: perform a site visit; confirm ITD Bridge Inspection reports with J-U-B's site visit; meet with ITD Bridge to discuss repair options and summarize the meeting; investigate 3 repair options; and develop a cost estimate of the recommended repair option for a funding application.

## SUMMARY

Alan Cukurs with J-U-B reviewed the inspection documentation for this bridge. He visited the bridge site on 6 December 2016 and observed: the top of the bridge deck; sidewalk; abutments; expansion joints at the piers and abutments; the underside of the bridge near the east and west abutments; the lower exposed section of piles at pier 2. He found the bridge inspection documents accurately reflect the observations he made during his site visit. The majority of repair and rehabilitation of the bridge involves replacing the bridge deck and protecting the existing steel piles from ongoing corrosion. The cost estimate for the recommended option (Option 4) is $1,310,000 (year 2017 USD). A description of the cost estimate is shown in the attached in Appendix A. "Project Cost Summary Sheet". Appendix B contains a relatively detailed calculation for the "Project Cost Summary Sheet".

## SITE VISIT

The following notable items are emphasized as it relates to the need for repair: The top surface of the bridge deck has regularly spaced transverse deck cracks with slight depression along the length of the cracks. There are several longitudinal cracks running the full length of the bridge

with crack width of1/16 of an inch with some localized crack widths of 1/8 inch. The deck surface exhibits map cracking throughout. There is moderate surface wear of the concrete deck at the wheel paths in each direction of the bridge. Aggregate is exposed making a relatively roughened riding surface at these wheel paths. There is a slight depression from traffic wear along the length of the wheel path.

The expansion joint armor at the abutments have been damaged with portions that have been removed. The expansion joint material appears to have failed and is filled with debris. The expansion joints at the piers look to have failed as there is evidence of water leaking through the joints at the piers.

The girders (precast concrete deck bulb tee girders) appear to be in good condition. A number of concrete diaphragms appears to have some cracks, which may have occurred during construction. At several spots, there is localized damage of the top flange of the girders where the flanges are abutted to each other. This may have occurred during erection or construction of the concrete deck.

The pier caps show some cracks and signs of water leaking through the joints onto the concrete pier caps. In general, the pier caps appear to be in fair to good condition.

The steel shell piles were visible from the bottom the channel to the bottom of the concrete pier cap. The limits of severe pile corrosion were observed between the high water mark and the bottom of the channel. This wetting and drying cycle has corroded the bottom 8 to 9 feet of the piles. The sections of pile above the high water mark have superficial corrosion. A hands on examination of the lower portion of one of the steel piles showed pitting and section loss of the steel. About one half inch of rust encrusted the lower 8 to 9 feet of the pile. This would indicate roughly $1/16^{th}$ inch to $1/8^{th}$ inch of steel section loss.

All of the 12-inch diameter steel shell piles at the piers have significant corrosion for approximately half the length of each pile. The replacement of the concrete deck and addressing the pile corrosion are the bulk of the repair/rehabilitation effort

From the site visit the overall bridge condition and extent of deterioration described in the inspection reports is confirmed by J-U-B's observations. The bridge has a sufficiency rating of 33 and is classified as functionally obsolete.

## METHODOLOGY

The following items are considered in the process of developing options for addressing the deficiencies of the bridge and choosing the best option to pursue funding for:

1) Overall condition of the bridge

2) Importance of the bridge to the community, especially as it relates to access to existing public and private facilities.
3) Repair/Rehabilitation costs compared to replacement cost.
4) Cost Benefit realization

OPTIONS AND RECOMMENDATION

The bridge has been in service for 48 years and provides the only access to several facilities including the City Beach, restaurant, boating facilities, and water treatment plant. It is critical to the community that any repair/rehabilitation option maintain a minimum of a single lane of traffic. An adjacent pedestrian bridge will not be impacted by repair/rehabilitation of this bridge. The bridge can provide additional service life if the deficiencies are addressed. Bridges are typically expected to provide 75 years of service. With some repair/rehabilitation it is likely this bridge can provide another 25 years of service.

Four options were considered for addressing the structural sufficiency of the bridge:

1) Do nothing
2) Replace the bridge
3) Replace: the bridge deck, expansion joints. Repair: the girders, girder intermediate diaphragms.
4) Replace: the bridge deck, railing and expansion joints. Repair: the pier caps, girders, girder intermediate diaphragms. Rehabilitate steel shell piles.

Option 1 (do nothing) is eliminated Because the bridge is the only access to this portion of the City. The bridge is also only 49 years old with existing beams appearing to be in good condition therefore additional service life from the girders can be expected with rehabilitation.

Option 2, (replacing the bridge) will cost approximately 4 to 5 million dollars which, in the near term, is cost prohibitive. Therefore, Option 2 is eliminated.

Option 3 is a reduced scope of repair/rehabilitation of Option 4. Option 3 only addresses the superstructure deficiencies and does not address the pile corrosion. There is risk that the resources invested with Option 3 may not produce the expected value if the foundation elements (the steel piles) are to deteriorate to a point where the bridge requires additional repairs or total replacement. The estimated funding required for Option 3 is $1,020,000 (year 2017 USD).

Option 4 provides additional service life by addressing the structural deficiencies and is approximately 25 percent of the cost to replace the structure. We recommend that the city pursue the funding for option 4 which would likely provide 25 or more years of service, during which time the City can plan and pursue funding for replacing the bridge. The estimated funding required for Option 4 is $1,310,000 (year 2017 USD).

MEETING WITH ITD BRIDGE SECTION

Alan Cukurs met with Mike Ebright at ITD Bridge Section and discussed the bridge condition and repair options. ITD Bridge was in agreement with recommending Option 4.

# APPENDIX A

## 3.1.2 ITD 1150 (Rev. 9-13) **Project Cost Summary Sheet**

Round Estimate to Nearest $1,000

| Key Number | Project Number | | Date |
|---|---|---|---|
| Location | | | District |
| Segment Code | Begin Mile Post | End Mile Post | Length in Miles |

| | Previous ITD 1150 | Initial or Revise To |
|---|---|---|
| 1a. Preliminary Engineering (PE) | | $ 19,000.00 |
| 1b. Preliminary Engineering by Consultant (PEC) | | $ 213,000.00 |
| 2. Right-of-Way: Number of Parcels Number of Relocations | | |
| 3. Utility Adjustments: Work Materials By State By Others | | |
| 4. Earthwork | | $ 6,000.00 |
| 5. Drainage and Minor Structures | | $ 12,000.00 |
| 6. Pavement and Base | | $ 6,000.00 |
| 7. Railroad Crossing:<br>Grade/Separation Structure<br>At-Grade Signals Yes No | | |
| 8. Bridges/Grade Separation Structures:<br>New Structure Length/Width _____<br>Location _____<br>Repair/Widening/Rehabilitation Length/Width _____<br>Location _____ | | $ 680,000.00 |
| 9. Traffic Items (Delineators, Signing, Channelization, Lighting, and Signals) | | $ 75,000.00 |
| 10. Construction Traffic Control (Sign, Pavement Markings, Flagging, and Traffic Separation) | | |
| 11. Detours | | |
| 12. Landscaping | | $ 10,000.00 |
| 13. Mitigation Measures | | $ 63,000.00 |
| 14. Other Items (Roadside Development, Guardrail, Fencing, Sidewalks, Curb and Gutter, C.S.S. Items) | | |
| 15. Cost of Constructions (Items 3 through 14) | | $ 852,000.00 |
| 16. Mobilization % of Item 15 | | $ 85,000.00 |
| 17. Construction Engineer and Contingencies % of Items 15 and 16 | | $ 141,000.00 |
| 18. Total Construction Cost (15 + 16 + 17) | | $ 1,078,000.00 |
| 19. Total Project Cost ( 1 + 2 + 18) | | $ 1,310,000.00 |
| 20. Project Cost Per Mile | N/A | N/A |

Prepared By:

# Local Federal-aid Incentive Program: Bridge FY18 Application

## Idaho Local Highway Jurisdictions

**Submittal Deadline (Postmark date via FedEx, UPS or USPS): January 4, 2018**
**Submittal Deadline (Hand Delivered): January 8, 2018 4:30 p.m. MST**


**Local Highway Technical Assistance Council**
3330 Grace Street
Boise, Idaho 83703
208-344-0565 / 1-800-259-6841
Fax 208-344-0789
www.lhtac.org

lhtac2
Serving Idaho
Since 1994

# INCLUDED IN THIS PACKET

# 1. APPLICATION INFORMATION

## 1.1 PROGRAM BACKGROUND

**BRIDGE PROGRAM**

The Federal-aid bridge program provides funds for the replacement or rehabilitation of bridges. This program has a limit of one project application per year per jurisdiction. The local match requirement is 7.34%. The funds are awarded through the Local Federal-aid Incentive Program administered by LHTAC.

The LHTAC Federal-aid Bridge Program was created in past federal highway bills. The current level of funding is based on 2009 funding levels. Due to limited funds, LHTAC will only program $3M or less for construction and construction engineering. The Local Jurisdiction can provide additional non-participating funds for larger projects.

## 1.2 USE OF FUNDS

Successful applicants are awarded funds for a project based on estimated costs. LHTAC will make every effort to cover cost over-runs; however the applicant is ultimately responsible for costs exceeding the estimate.

Bridge Funds are to be used on bridges. The bridge must be in the National Bridge Inventory (NBI) Database, which requires the bridge be longer than 20 feet and it must carry a public road.

Please note: Guidelines from FHWA mention that no more than 10% of Bridge Funds should be spent on approaches.

## 1.3 ELIGIBILITY

In order to qualify for Bridge Funds, the project must meet all three of the following criteria:

1. The bridge must be in the National Bridge Inventory (NBI) Database, which requires the bridge be longer than 20 feet and it must carry a public road.

2. The bridge sufficiency rating number is shown on your Annual Bridge Inspection Report. The bridge must have a sufficiency rating of less than 50 for replacement. For rehabilitation, the bridge must have a sufficiency rating less than 75. This rating is being replaced in the next few years with other criteria also listed in the bridge inspection report. The other items are listed in the CONDITION box on the report. The highest priority bridge for replacement are rated Poor.

3. The bridge must be classified as structurally deficient or functionally obsolete. Structurally deficient is identified on the bridge inspection report and a sufficiency rating is one measure of that deficiency. Functionally obsolete is identified if the bridge does not meet current standards. A bridge could be functionally obsolete e.g. if it is a one lane bridge on a two lane roadway, or if the existing guardrail is substandard.

Functional classification of roadways must be determined at the application time since the federal regulations allow Local Bridge Funding to be spent on arterials (SMA) and collectors (STC). Off-System Bridge Funding is to be spent on the roadways that are not classified as a collector or above. Each county and urban area has a functional classification map, approved by the Idaho Transportation Department (ITD). Please refer to this map to determine the roadway's classification. If you do not have the map or cannot locate it, please contact your ITD District Office for clarification or go to:
https://iplan.maps.arcgis.com/apps/webappviewer/index.html?id=859bab44a10c4221bed7f7c74e49d554 .

## 1.4 SELECTION PROCESS

Applications are mailed out and available online at www.lhtac.org beginning in October. Local jurisdictions identify the project and gather all required supporting documents to submit an application. Applications are submitted to LHTAC through a formal project application process due in January. Project applications are reviewed and ranked by LHTAC. A prioritized list of projects is presented to the LHTAC Council for approval in March. Once approved by LHTAC, the prioritized list is submitted to the Idaho Transportation Board for inclusion in the draft Idaho Transportation Investment Program (ITIP) in June. The draft ITIP is open for public comment during the month of July. The Idaho Transportation Board approves the ITIP that fall, usually in the month of September.

# 2. APPLICATION CHECKLIST

## 2.1 CHECKLIST AND SUBMITTAL DEADLINE

**Have you included? (Please do not include the application instructions)**

- ☐ 1. LHTAC FY18 Bridge Application Cover Sheet Answer all the questions and organize backup information in the same order as questions are asked so the package is easy to read and easy to score
- ☐ 2. ITD 2435 - Local Federal-aid Project Request Signed by an ELECTED OFFICIAL
- ☐ 3. ITD 1150 - Project Cost Summary Sheet
- ☐ 4. LHTAC FY18 Bridge Application Score Sheet and supporting documents
- ☐ 5. Include a **written statement** explaining the need for this project as part of your transportation network (**One page maximum)**
- ☐ 6. Vicinity Map (See Sample)
- ☐ 7. Resolution (See Sample)
- ☐ 8. Include **four (4) photos** of the bridge to support your application
- ☐ 9. Most current Bridge Inspection Report

Only one application can be submitted per jurisdiction annually

Applications **cannot** be faxed or emailed

**No spiral bound (or similar) applications will be accepted** - please staple or binder clip applications

Remember to submit **3 copies** and the **signed original** complete application package.

SUBMITTAL DEADLINE

- ☐ **Deadline Date:** Completed application must be received by LHTAC's office, located at 3330 Grace Street, Boise, ID 83703, **no later than 4:30 p.m. (MST) on Monday, January 8, 2018 or postmarked dated by Thursday, January 4, 2018**. Include **3 copies** and the **signed original**.

**Note**: All the above items must be included, or the application will be considered incomplete and rejected. Please contact LHTAC at 1-800-259-6841/208-344-0565 or by email at sellsworth@lhtac.org if you have any questions.

## 2.2 LHTAC FY18 BRIDGE APPLICATION COVER SHEET INSTRUCTIONS

1. Project Title: The title which you, as a sponsor, give the project. It can be the name of a street or roadway, or it can be a commonly used name of the project location. The Federal Highway Administration also wants the SMA or STC number in the project title (See IPLAN), if functionally classified.

2. Local Highway Jurisdiction: Enter the city or jurisdiction name, address and the contact person who we should call if we have questions regarding the project application.

3. Location of Project: Federal funds may only be used on a roadway that is classified as a collector or arterial. The segment code and SMA or STC number should be used. Three will be no classification number for off-system bridges. The Project Termini should be the common ends of the project whether it is at the intersection of crossroads or, for instance a bridge, the common termini beginning and ending should be listed. Provide "logical" termini. If the milepost is determined it should be shown as well. And finally, the length of the project should be listed on the third line in miles.

4. Bridge Info:
   A. The name of the crossing should be the common name used.
   B. The existing bridge number is found on the bridge inspection form that you are supplied by the Idaho Transportation Department on an annual or biannual basis. Remember that a "bridge" for this particular program must have a span of greater than 20 feet.
   C. The sufficiency rating is also shown on the bridge inspection form supplied by the Idaho Transportation Department.
   D. The Condition items are found on the lines shown (58), (59), & (60) on the bridge inspection report. The specified condition are numbers with ratings like 7 Satisfactory, 5 Fair, 4 Poor.

5. Relationship to other Projects: This section requests information as it relates to other projects in the area; particularly if yours is tying in with another state project or another Local Highway Jurisdiction. Mark the appropriate square. If you know the name of the other project and the year it is to be constructed, providing this important information is necessary and helpful.

6. Speed Limit: Please list the speed limit over this bridge.

7. Functional Classification: Functional Classification of Roadway: The classification of this project should be determined at the time of application because federal regulations allow for the funding to be spent on arterials (SMA) and collectors (STC) with only a portion of the funds being allowed on minor collectors. Each county has a functional classification map approved by ITD, and you should refer to that map for determining the roadway's classification. If you do not have the map or cannot locate it, please contact your ITD District Office for clarification or go to: https://iplan.maps.arcgis.com/apps/webappviewer/index.html?id=859bab44a10c4221bed7f7c74e49d554 .

# 3. APPLICATION

## 3.1 LHTAC FY18 BRIDGE APPLICATION COVER SHEET

1. Project Title:_____
2. Local Highway Jurisdiction (name and address): _____

_____

***Contact name:** _____
**Phone:** _____
**Email:** _____
***Please list the person from your LHJ we should call if we have any questions on this project application.**

3. Location of Project: (Also attach a Vicinity Map)

4. Bridge Information:
   a. Name of crossing, i.e., over what roadway or waterway does the structure cross?

   b. Existing bridge #: _____
   c. Sufficiency rating: _____
   d. Condition: (58) Deck: _____; (59) Superstructure: _____;
      (60) Superstructure: _____
   e. Is the bridge currently load restricted? _____ No ____Yes
      What is the allowed load? _____

5. Does this project have a possible relationship to other projects? _____ No ____Yes (Describe Below)

   _____

   Phased: ☐ Yes (If yes, indicate the name and year/s of the related)
   Project: _____ Year: _____
   ☐ No

6. What is the speed limit of the roadway over the bridge? _____ MPH

7. Functional Classification of Roadway/Highway:
   - ☐ Urban arterial
   - ☐ Urban collector
   - ☐ Rural major collector
   - ☐ Minor collector
   - ☐ Rural Arterial
   - ☐ Rural Minor Collector
   - ☐ Other _____

**Instructions**

1. Under Character of Proposed Work, mark appropriate boxes when work includes Bridge Approaches in addition to a Bridge.
2. Attach a Vicinity Map showing the extent of the project limits.
3. Attach an ITD 1150, Project Cost Summary Sheet.
4. Signature of an appropriate local official is the only kind recognized.

## 3.1.1 ITD 2435 Local Federal-Aid Project Request

**Note:** In Applying for a Federal-Aid Project, You are agreeing to follow all of the Federal Requirements which can add substantial time and cost to the development of the Project.

| Sponsor (City, County, Highway District, State/Federal Agency) | | | Date |
|---|---|---|---|
| Project Title (Name of Street or Road) | F.A. Route Number | Project Length | Bridge Length |
| Project Limits (Local Landmarks at Each End of the Project) | | | |

Character of Proposed Work (Mark Appropriate Items)

| | | | |
|---|---|---|---|
| Excavation | Bicycle Facilities | Utilities | Sidewalk |
| Drainage | Traffic Control | Landscaping | Seal Coat |
| Base | Bridge(s) | Guardrail | |
| Bit. Surface | Curb & Gutter | Lighting | |

Estimated Costs (Attach ITD 1150, Project Cost Summary Sheet)

Preliminary Engineering (ITD 1150, Line 1) $

Right-of-Way (ITD 1150, Line 2) $

Construction (ITD 1150, Line 18) $

Preliminary Engineering By: Sponsor Forces Consultant

Checklist (Provide Names, Locations, and Type of Facilities)

| | |
|---|---|
| Railroad Crossing | |
| Within 2 miles of an Airport | |
| Parks (City, County, State or Federal) | |
| Environmentally Sensitive Areas | |
| Federal Lands (Indian, BLM, etc.) | |
| Historical Sites | |
| Schools | |
| Other | |

Additional Right-of-Way Required: None Minor (1-3 Parcels) Extensive (4 or More Parcels)

Will any Person or Business be Displaced: Yes No Possibly

| Standards | Existing | Proposed | Standards | Existing | Proposed |
|---|---|---|---|---|---|
| Number of Lanes | | | Roadway Width (Shoulder to Shoulder) | ft. | ft. |
| Pavement Type | | | Right-of-Way Width | ft. | ft. |

| Sponsor's Signature | Title |
|---|---|
| | |

**Additional Information to be furnished by the District**

| | | | |
|---|---|---|---|
| Functional Classification | Terrain Type | 20 | ADT/DHV |

## 3.1.2. ITD 1150 (Rev. 06-17) **Project Cost Summary Sheet**

Round Estimate to the Nearest $1,000

| Key Number | Project Number | | Date |
|---|---|---|---|
| Location | | | District |
| Segment Code | Begin Mile Post | End Mile Post | Length in Miles |

| | Previous ITD 1150 | Initial or Revise To |
|---|---|---|
| 1a. Preliminary Engineering (PE) 5% of Line 15 | | |
| 1b. Preliminary Engineering by Consultant (PEC) 20% of line 15 | | |
| 2. Right-of-Way: Number of Parcels Number of Relocations | | |
| 3. Utility Adjustments: Work Materials By State By Others | | |
| 4. Earthwork | | |
| 5. Drainage and Minor Structures | | |
| 6. Pavement and Base | | |
| 7. Railroad Crossing:<br>Grade/Separation Structure<br>At-Grade Signals Yes No | | |
| 8. Bridges/Grade Separation Structures: | | |
| New Structure Length/Width _____ | | |
| Location _____ | | |
| Repair/Widening/Rehabilitation Length/Width _____ | | |
| Location _____ | | |
| 9. Traffic Items (Delineators, Signing, Channelization, Lighting, and Signals) | | |
| 10. Construction Traffic Control (Sign, Pavement Markings, Flagging, and Traffic Separation) | | |
| 11. Detours | | |
| 12. Landscaping | | |
| 13. Mitigation Measures | | |
| 14. Other Items (Roadside Development, Guardrail, Fencing, Sidewalks, Curb and Gutter, C.S.S. Items) | | |
| 15. Cost of Constructions (Items 3 through 14) | | |
| 16. Mobilization 10 % of Item 15 | | |
| 17. Construction Engineer and Contingencies 20% of Items 15 and 16 | | |
| 18. Total Construction Cost (15 + 16 + 17) | | |
| 19. Total Project Cost ( 1 + 2 + 18) | | |
| 20. Project Cost Per Mile | N/A | N/A |
| Prepared By: | | |

## 3.2 LHTAC FY18 BRIDGE APPLICATION QUESTION RATIONALE

1. A short concise description of what the project entails is critical to compare it to other applications submitted. To score the maximum amount of points, this description should highlight the benefit of the project to the community and the LHJ, describe the financial need, and highlight any safety benefits associated with the project.
2. One measure of the bridge condition is the sufficiency rating as determined by the annual inspections. The higher the rating, the better the condition of the bridge. When a bridge rating drops, the bridge may be load restricted or even closed. This rating helps identify the priority of the project. A rating under 50 shows condition of the bridge may make it ready for replacement, and therefore more points are given to bridges with a lower sufficiency rating. The condition of the bridge as noted on the bridge inspection report has other factors that can be used to determine the overall condition of the bridge. The three additional measures include the Deck condition, Superstructure condition, and Substructure condition. These range between 0 and 9; 0-4 = Poor condition, 5-6 = Fair condition, and 7-9 = Satisfactory condition. Load restrictions cause economic barriers in some cases.
3. LHTAC knows that bridges need to be maintained to prolong their useful life. More bridges means more challenges for a jurisdiction. The more bridges your jurisdiction has and maintains, the higher the score you will receive. Maximum points will be given to those jurisdictions with 60 or more bridges, 20 feet or longer.
4. The average sufficiency rating of all bridges in your jurisdiction is an indicator of the maintenance history of the jurisdiction. To receive maximum points your jurisdiction should have an average sufficiency rating of 60 or more. **Note:** A low sufficiency rating on this bridge compared to your overall sufficiency rating average shows that this is a special case and not a deferred maintenance trend.
5. Bridges are typically designed for a service life of 50 years. If this bridge is nearing the service life, it is given higher consideration with more points.
6. The number of bridges the jurisdiction has approaching the anticipated service life (50 years) will create more maintenance and challenges for the jurisdiction. If the ages of the bridges are similar, then the jurisdiction might have to replace more than one bridge over a short period of time. The higher the average age of your bridges, the higher the number of points you will be given.
7. LHTAC funding is intended to improve the impact to the most traveled public roads. As a measure of the impact, the Average Daily Traffic (ADT) volume is used to score the application. The larger the volume, the higher the score. LHTAC represents small jurisdictions so the maximum points given are to bridges with 400 ADT or above.
8. Longer detour lengths have increased impact on the public. Maximum points are given to those projects with a detour of 6 miles or more.

9. Public safety is an essential service the public expects from your jurisdiction. A bridge that is no longer available as a primary route for first responders will receive additional consideration.
10. Title VI is included in the Americans with Disabilities Act. Federal-aid projects require compliance with this act. The Idaho Transportation Department provides information and training to assist in local jurisdiction plan development.
11. Has your jurisdiction received LHTAC funding previously? There are many needs around the state and this is intended to help spread the projects between jurisdictions. If you have never had funds from LHTAC you will receive maximum points.
12. Application Format and completeness including Jurisdiction Project Resolution. Please submit the application and those items listed on the checklist. Please do not submit the application instructions with your application.
13. Site Visit with an LHTAC Engineer? This would be to explain the process and to help the application preparation and help determine the anticipated costs. This is not intended for LHTAC Staff to complete the application, but to help the Sponsor to understand and suggest pointers for their application. Needs to be scheduled by the Sponsor.

## 3.3 LHTAC FY18 BRIDGE APPLICATION SCORE SHEET

Sponsor: _____

Project Name: _____

Total Project Cost: _____

| | Y | N | Pts Available | LHTC use only |
|---|---|---|---|---|
| 1. Provide a description of the proposed bridge project. Include the importance and need of the project, the regional benefit, the economic benefit, and the overall impact to the system. | | | 0-20 | |
| 2. What is the sufficiency rating of the existing bridge? _____ What is the bridge condition? _____ | | | 0-15 | |
| 3. How many bridges are within your jurisdiction? _____ | | | 1-5 | |
| 4. What is the average sufficiency rating of all other bridges within your Local Highway Jurisdiction (LHJ)? _____ | | | 2-5 | |
| 5. What is the age of this bridge? (years) _____ | | | 1-5 | |
| 6. What is the average age of all other bridges within your LHJ? _____ | | | 1-5 | |
| 7. What is the average daily traffic (ADT) on this bridge? _____ | | | 1-5 | |
| 8. What is the detour length if this bridge is closed? (miles) _____ | | | 1-10 | |
| 9. Is this an Essential Service Route? (Emergency services route to fire station or hospital, school, postal route, etc.) | | | 0-5 | |
| 10. Does your jurisdiction have a Title VI Plan that complies with 28 CFR 35.105 regarding Americans with Disabilities Act and complying with 23 CFR 200, Civil Rights Title VI Program? *Who is your point of contact for your plan?* _____ | | | 0-5 | |
| 11. Has your Local Highway Jurisdiction received LHTAC funding previously? If so, what program and what year did your jurisdiction last receive funding through LHTAC? _____ | | | 1-10 | |
| 12. Up to 5 points are given based on application format and completeness including Jurisdiction Project Resolution. | | | 1-5 | |
| 13. Has there been a Site visit with LHTAC Engineer? | | | 1-5 | |

Total Possible 100

## 3.4 LHTAC FY18 BRIDGE APPLICATION RATING CRITERIA

**Please use this guide as a reference. Application packages will be scored based on the following scales.**

| QUESTION | PTS | SUGGESTED SCORING |
|---|---|---|
| 1. Provide a description of the proposed bridge project. Include the importance and need of the project, the regional benefit, the economic benefit, and the overall impact to the system. | 14-20<br>8-13<br>0-7 | Excellent description including agency & financial benefit + safety<br>Adequate description of need/benefit<br>Poor description of need, benefit, financial |
| 2. What is the sufficiency rating of the existing bridge? What are condition ratings? | 15<br>10<br>7<br>3<br>0 | Score of 0-19<br>Score of 20-29<br>Score of 30-39 - Poor<br>Score of 40-50 - Fair<br>Score of 51 or more - Satisfactory |
| 3. How many bridges are within your jurisdiction | 5<br>4<br>3<br>2<br>1 | 60+<br>45-59<br>30-44<br>10-29<br>1-9 |
| 4. What is the average sufficiency rating of all other bridges within your Local Highway Jurisdiction (LHJ)? | 5<br>4<br>3<br>2 | Average Score of 60-80<br>Average Score of 50-59<br>Average Score of 40-49<br>Average Score of 0-39 |
| 5. What is the age of this bridge? (years) | 5<br>4<br>3<br>2<br>1 | 45+ years old<br>35-44 years old<br>25-34 years old<br>15-24 years old<br>10-14 years old |
| 6. What is the average age of all other bridges within your LHJ? | 5<br>4<br>3<br>2<br>1 | 50+ years old<br>40-49 years old<br>30-39 years old<br>20-29 years old<br>10-19 years old |
| 7. What is the average daily traffic (ADT) on this bridge? | 5<br>4<br>3<br>2<br>1 | 400+<br>300-399<br>200-299<br>100-199<br>0-99 |
| 8. What is the detour length if this bridge is closed? (miles) | 10<br>8<br>6<br>4<br>2 | Over 6 miles<br>4.1 to 6 miles<br>2.1 to 4 miles<br>1.1 to 2 miles<br>0-1 mile |
| 9. Is this an Essential Service Route? | 5<br>0 | Yes<br>No |
| 10. Does your jurisdiction have a Title VI plan that complies with 28 CFR 35.105 regarding Americans with Disabilities Act and complying with 23 CFR 200, Civil Rights Title VI Program? | 5<br>0 | Yes<br>No |

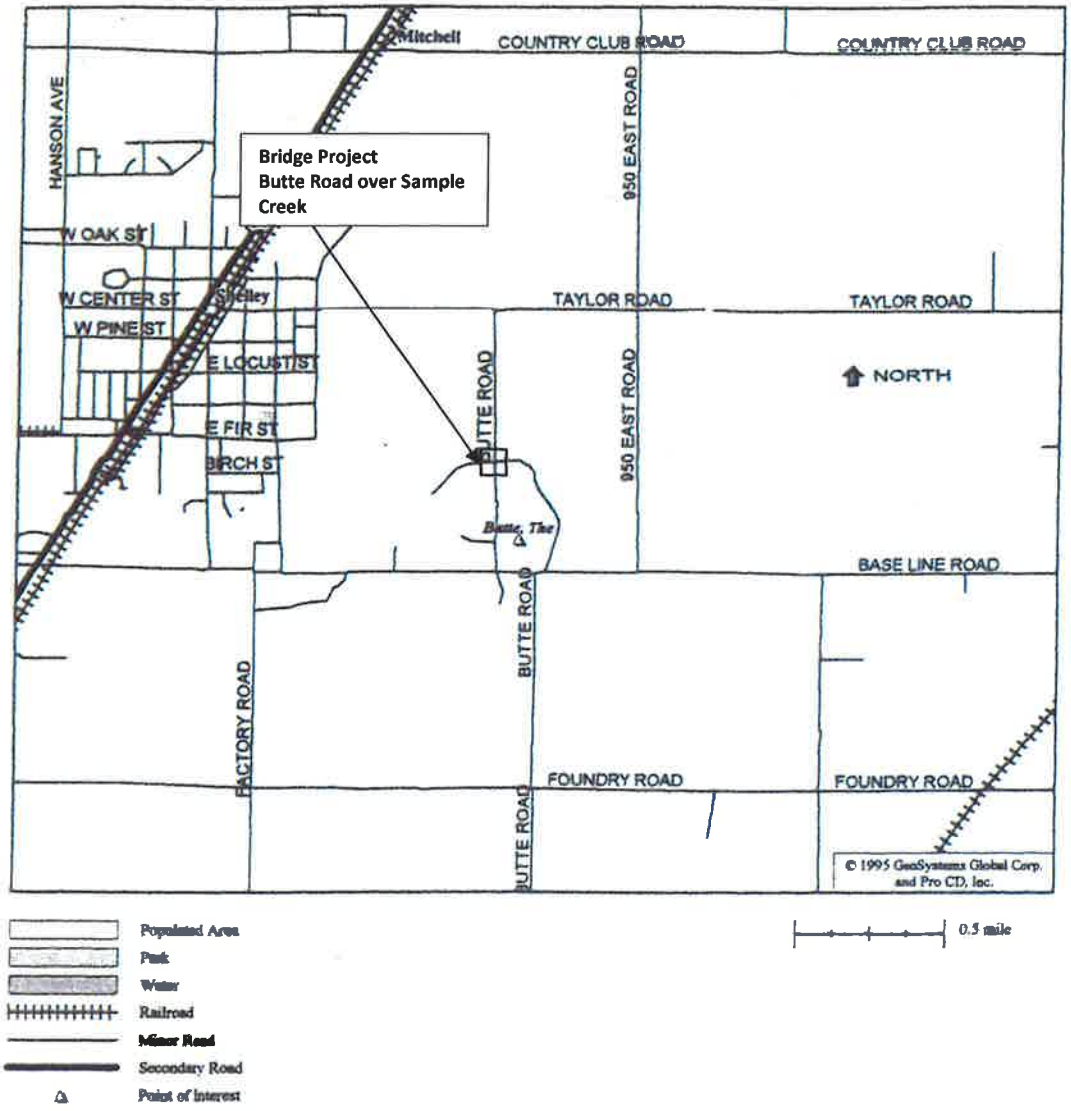
| | | |
|---|---|---|
| 11. Has your Local Highway Jurisdiction received LHTAC funding previously? If so, what program and what year did your jurisdiction last receive funding through LHTAC? | 10<br>8<br>6<br>4<br>2 | Never<br>Over 5 years ago<br>3-5 years ago<br>1-2 years ago other than bridge funds<br>1-2 years ago bridge funds |
| 12. Up to 5 points are given based on application format and completeness including Jurisdiction Project Resolution. | 5<br>3<br>1 | Application in proper order including all documents<br>Application in proper order but missing some documents<br>Application includes instructions and extra materials |
| 13. Has there been a Site visit with LHTAC Engineer? | 5<br>1 | Yes<br>No |

Total Possible 100

# 4. SAMPLE DOCUMENTS

## 4.1 SAMPLE MAP FOR BRIDGE PROJECT APPLICATION

**Sample Map for Bridge Project Application**



## 4.2 SAMPLE RESOLUTION

**CITY, COUNTY OR HIGHWAY DISTRICT**
**RESOLUTION**

EXTRACT FROM THE MINUTES OF A REGULAR OR SPECIAL MEETING OF THE (COUNCIL OR COMMISSION) OF THE (CITY, COUNTY, OR HIGHWAY DISTRICT) OF (LOCATION), IDAHO HELD ON (MONTH DATE, YEAR)

THE FOLLOWING RESOLUTION WAS INTRODUCED BY (COUNCILPERSON OR COMMISSIONER), READ IN FULL, CONSIDERED AND ADOPTED:

RESOLUTION NO. ___ OF THE (CITY, COUNTY, OR HIGHWAY DISTRICT), IDAHO, SUPPORTING THE PROJECT IDENTIFICATION SUBMITTAL FOR THE CONSTRUCTION OF (PROJECT NAME)

TO THE LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC). TOTAL PROJECT COST ESTIMATE IS ($___), WHICH WILL REQUIRE ($___) OF MATCHING FUNDS AVAILABLE FROM (CITY, COUNTY, OR HIGHWAY DISTRICT).

BE IT RESOLVED THAT THE (MAYOR OR CHAIRMAN OF THE COMMISSION) IS HERBY AUTHORIZED AND DIRECTED TO SIGN THE PROJECT APPLICATION PACKET AND SUBMIT TO LHTAC FOR PRIORITIZATION.

PASSED BY THE (COUNCIL OR COMMISSION) AND APPROVED BY THE (COUNCIL OR COMMISSION) THIS (DATE) DAY OF (MONTH, YEAR).

_____
(MAYOR OR CHAIRMAN OF THE COMMISSION)

ATTEST:
_____, CLERK

CERTIFICATE

I, (NAME), (CITY, COUNTY, OR HIGHWAY DISTRICT), DO HEREBY CERTIFY THAT THE FOREGOING IS A FULL, TRUE AND CORRECT COPY OF THE RESOLUTION NO. ___ ADOPTED AT A REGULAR OR SPECIAL MEETING OF THE _____ HELD ON (DATE) DAY OF (MONTH, YEAR), AND THAT THE SAME IMPRESSED THE OFFICIAL SEAL OF THE (CITY, COUNTY, OR HIGHWAY DISTRICT), THIS DATE) DAY OF (MONTH, YEAR).

_____
SIGNATURE
_____, CLERK
NAME